

Trainers Notes: Main Points to Consider and Discuss

Main Points from the “Safe Use of Vehicle Loading Cranes” DVD

Produced by The Crane Industry Council of Australia, funded by CraneSafe®



CraneSafe®

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1. Explain the video is being used as “refresher training” or as an introduction only to Vehicle Loading Cranes for new operators
2. Play the video
3. Stop the video at any point if you wish to discuss particular aspects
4. On conclusion, ask if there are any questions and address any issues highlighted (or discuss with management if necessary)
5. Make sure to follow up any major concerns
6. Give each attendee a copy of the notes that go with the video
7. Keep a record of who attended the session

Main Points

1.	Always follow the manufacturer’s recommendations for your crane – refer to the Operator’s Manual (and keep a copy of CICA’s <i>Crane Safety Manual</i> in your glove box)
2.	Only use the crane if you are authorised to do so. You may require a licence for some Vehicle Loading Cranes but you always require training on the crane you are required to use.
3.	Regulations require that a pre-operation inspection on the crane is carried out (normally) by the operator before the first lift each day the crane is used and the results noted in a log book .
4.	<p>The STANDARD PROCEDURE to follow if a fault is found with the crane is to:</p> <ol style="list-style-type: none"> 1. Stop using the crane if it is unsafe – Tag It Out 2. Note the fault in the log book 3. Report the fault to your supervisor 4. Do not use the crane until it has been repaired
5.	Always check the “Emergency Stop” button works
6.	Always use all stabilizers fully extended and firmly down – (unless the manufacturer allows something else)
7.	Always use suitable packing beneath the stabilizer feet
8.	Keep all wheels of the truck firmly on the ground when setting the stabilizers
9.	Ensure the ground is suitable for setting your crane up on. Supportive, flat and no underground hazards like drains, cellars, car-parks, recently filled trenches etc.
10.	Weather conditions should be good. Lightning, strong winds & heavy rain can all affect safe lifting (as can very cold icy conditions).
11.	Identify all hazards when planning the job.
12.	Put hazard controls into place before the lift starts.

13.	Know the safe work procedures and clearances for working around power lines – and use them!
14.	Warn everybody of your presence and your intentions
15.	Know the load’s weight and where it has to be moved to.
16.	Confirm the crane can safely lift the load by reading the crane’s load chart.
17.	You are <i>never allowed to overload</i> a crane
18.	Always “float the load” to check everything is safe before completing the lift
19.	Ensure the hook is directly above the load’s centre before lifting. This will prevent load swing.
20.	Never lift a load over anyone’s head – never stand beneath a loaded boom.
21.	No operator, no load... <i>It’s against regulations</i>
22.	No one is to be lifted on a load or on the hook... <i>It’s against regulations</i>
23.	The <i>standard procedure</i> to follow if an <i>unsafe situation arises</i> during a lift is to: <ul style="list-style-type: none"> • Stop the lift (lower the load to the ground if safe) • Reassess the situation • Make adjustments as necessary (in consultation with others involved) • Only continue when safe to do
24.	On completion of the job, pack the crane away to manufacturers’ recommendations.
25.	Ensure all stabilizer legs are stored and locked into position.
26.	Stow away all hazard controls, stabilizer packing and slinging equipment.
27.	Leave the area clean and tidy.
28.	If any faults with the crane showed up during the lift, follow the standard reporting procedure – Log book entry - inform supervisor - tag out if unsafe - get repaired before continued use.
29.	Make sure your crane has an annual inspection by a competent person – Ideally a CraneSafe inspector so that a “Green Sticker” can be provided to show compliance.

Never attempt a lift if you don’t believe it can be done safely.

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